

Freedom of Information Act Status Report

July 1, 2016 – September 30, 2016

**Office of
Environmental
Information**

FOIA Processing Status	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr
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Requests pending at beginning of quarter	3	3	6	0
Requests received during quarter	0	2	0	4
Requests processed during quarter	0	1	4	1

Requests pending at end of quarter	3	4	2	3
Requests backlogged at end of quarter	3	3	2	1
Percentage of requests backlogged at end of quarter	100%	75%	100%	33%

**Freedom of
Information Act
Officer:**

Kevin Haywood

Reporting Period:
FY 2016 4th Qtr.

Oldest Requests	Date Received
EPA-HQ-2016-008577	07/16/2016
EPA-HQ-2016-010124	09/10/2016
EPA-HQ-2016-010332	09/16/2016

Office of Environmental Information National Freedom of Information Act Program

Note: Please see page 2 for Status Report legend.

Status Report Legend

- **Requests pending at the beginning of the quarter:** Number of FOIA requests received prior to the beginning of the quarter and remaining open at the beginning of the quarter.
- **Requests received during the quarter:** Number of FOIA requests received anytime from the first day of the quarter through the last day of the quarter.
- **Requests processed during the quarter:** Number of FOIA requests processed anytime from the first day of the quarter through the last day of the quarter.
- **Requests pending at the end of the quarter:** Number of FOIA requests that have not been closed by the end of the quarter, including those still being processed within the 20 working day time limit and those for which processing has exceeded the 20 working day time limit.
- **Requests backlogged at the end of the quarter:** Number of FOIA requests remaining at the end of the quarter for which the processing period has exceeded the 20 working day time limit (regardless of whether an extension has been granted).
- **Percentage of requests backlogged at the end of the quarter:** Percentage of FOIA requests remaining at the end of the quarter for which the processing period has exceeded the 20 working day time limit (regardless of whether a time period extension has been granted for processing a FOIA).